

**SHERWOOD URBAN RENEWAL AGENCY BOARD OF DIRECTORS
MEETING MINUTES
Tuesday, November 18, 2014
22560 SW Pine Street, Sherwood, Oregon 97140**

URA BOARD REGULAR SESSION

1. **CALL TO ORDER:** Board member Linda Henderson called the meeting to order at 9:52 pm.
2. **BOARD PRESENT:** Linda Henderson, Dave Grant, Matt Langer, Bill Butterfield, Krisanna Clark and Dan King. Chair Bill Middleton was absent.

Note: Dan King was appointed by the City Council to a vacant Council position and sworn in at the November 18, 2014 City Council meeting.

3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Chief Groth, Administrative Assistant Colleen Resch, and Agency Recorder Sylvia Murphy.

Ms. Henderson addressed the Consent Agenda and asked for a motion.

4. **CONSENT AGENDA:**

- A. **Approval of October 21, 2014 URA Board Meeting Minutes**

MOTION: FROM DAVE GRANT TO ADOPT THE CONSENT AGENDA, SECONDED BY MATT LANGER, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR, (CHAIR BILL MIDDLETON WAS ABSENT).

Ms. Henderson addressed the next agenda item.

5. **NEW BUSINESS**

- A. **URA Resolution 2014-011 Approving a Façade Grant for Smockville Montessori 22444 SW Oak Street**

Assistant City Manager Tom Pessemier recapped the staff report. He informed the Board that SURPAC previously made recommendations for approval of façade grants and as SURPAC had been dissolved staff is making the recommendation based on past SURPAC and URA Board practices. Tom explained the location of the business, Smockville Montessori, and recapped staff's review and discussions with the applicant on the definition of Retail and Mixed use. Tom explained staff's review of the application and the applicant meeting the façade grant criteria for approval, he explained the financial impacts and a potential for a supplemental budget coming back to the Board for approval.

With no other discussion, the following motion was received.

MOTION: FROM DAN KING TO ADOPT URA RESOLUTION 2014-011, SECONDED BY BILL BUTTERFIELD, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR, (CHAIR BILL MIDDLETON WAS ABSENT).

Ms. Henderson addressed the next agenda item.

**B. URA Resolution 2014-012 Authorizing the URA Manager to execute a contract with _____
_____ to provide commercial real estate services to the Sherwood Urban Renewal
Agency**

Mr. Pessemier provided the Board with a handout (see record, Exhibit A) of a revised resolution to include the name of Kidder Mathews, the vendor selected to provide services. Tom explained the background and need for services, the Request for Proposal process and advertising of the RFP. Tom recapped the financial impacts and informed the Board that fees for services would be tied to property transactions.

With no questions from the Board the following motion was received.

MOTION: FROM DAVE GRANT TO ADOPT URA RESOLUTION 2014-012, SECONDED BY DAN KING, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR, (CHAIR BILL MIDDLETON WAS ABSENT).

Ms. Henderson addressed the next agenda item.

7. STAFF REPORT

No staff report was provided.

8. ADJOURN

Ms. Henderson asked for a motion to adjourn.

MOTION: FROM LINDA HENDERSON TO ADJOURN THE MEETING, SECONDED BY MATT LANGER, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR, (CHAIR BILL MIDDLETON WAS ABSENT).

Meeting adjourned at 10:08 pm.

Submitted by:


Sylvia Murphy, MMC, Agency Recorder


Bill Middleton, Chair
KRISANNA CLARK